Idaho Balanced Assessment System

The Administration & Registration Tool (ART) for provisioning in the Digital Library October 16, 2014



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Background

- The Digital Library opened June 3, 2014 for preview.
- Approximately 3400 Idaho educators accessed the DL during the beta phase.
- Idaho Educators that were provisioned at that time and until Sept. 30 were all entered under STATE DL_End User
- Idaho's 60 educators (SNEs) completed 5 trainings and each contributed 4 resources and reviewed a minimum of 12 resources
- Over 2000 resources which are 1/3 of the Digital Library content, exist today
- Over 100 commissioned Instructional and Professional Modules will be completed by the end of this year.



Topics (Digital Library Coordinator Guide)

- How do I access ART for the first time?
- How do I provision other district users?
- How do add my schools?
- How do I add my teachers?



Complete the Survey Monkey

 Email sent to districts with information and link on 10/3/2014

(www.sde.idaho.gov/site/formativeInterim) https://www.surveymonkey.com/s/BJ68JF

- Identify who will be your District Digital Library Coordinators(s)
- Your district and Coordinators added by SDE
- Log in to art.smarterbalanced.org



Topics

- How do I access ART for the first time?
- How do I provision other district users?
- How do add my schools?
- How do I add my teachers?



Provision other district users



Administration and Registration Tools

Resources

Logged in as: Nancy Thomas Price

T



slide to view scheduling options

Assessments

Select Assessments



Select a test to download from the Test Spec Bank

Add/Modify Assessment Information



Add Assessment Windows, Opportunities, Delay Rules and Eligibility Rules

View Participation Reports



View summary and detailed reports of student testing status

Registration

Upload Institutions, User and Students



or

Upload file that associates personnel with students (including accommodations)

Upload Student ExplicitEligibility



or

Upload student explicit eligibility for assessments

Create/Modify Institutions



Create or modify school, district and state information

Upload StudentGroups



Upload file that associate personnel with students

1

Create/Modify Students

Create or modify student information



Create/Modify User

Create or modify personnel information including roles

Create/Modify StudentGroups

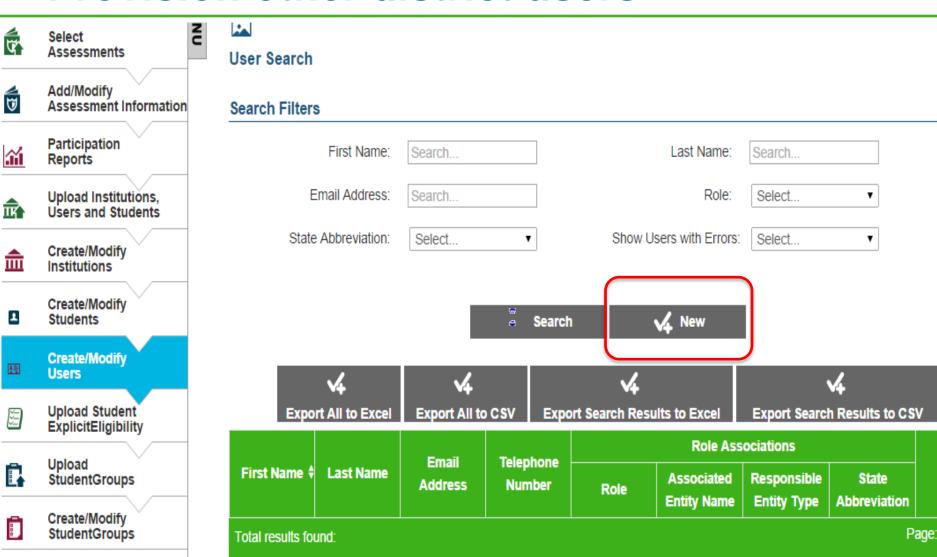
or



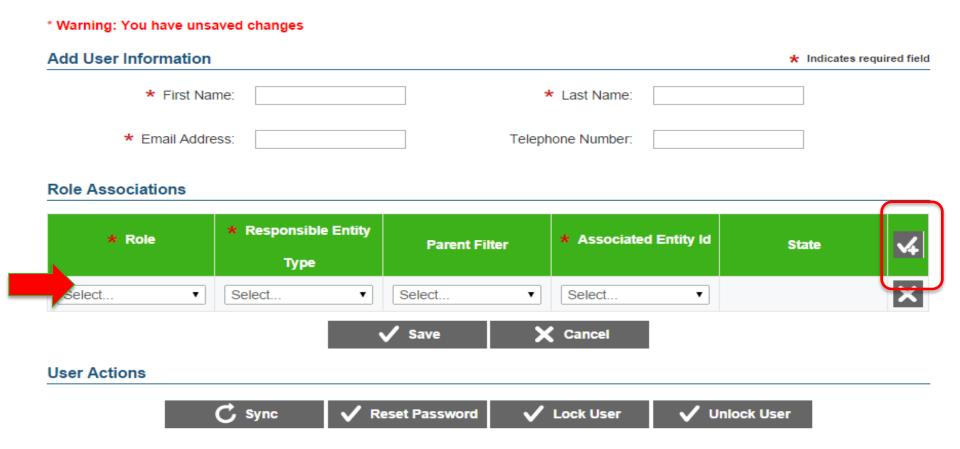
Create or modify student group that associates personnel with students



Provision other district users

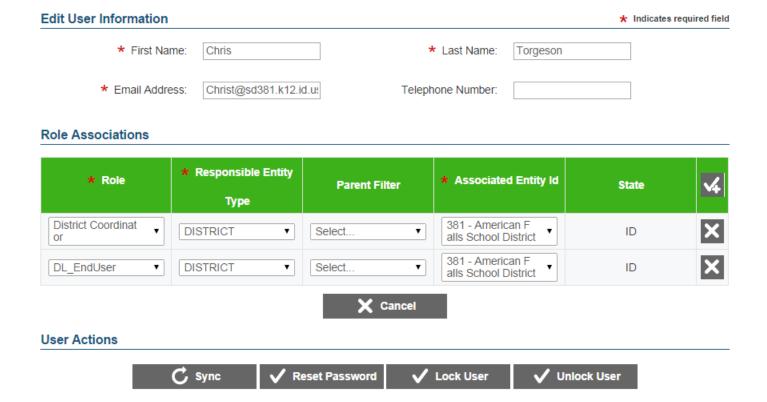


Provision other district users (p.16)





Provision District Users





Topics

- How do I access ART for the first time?
- How do I provision other district users?
- How do add my schools?
- How do I add my teachers?

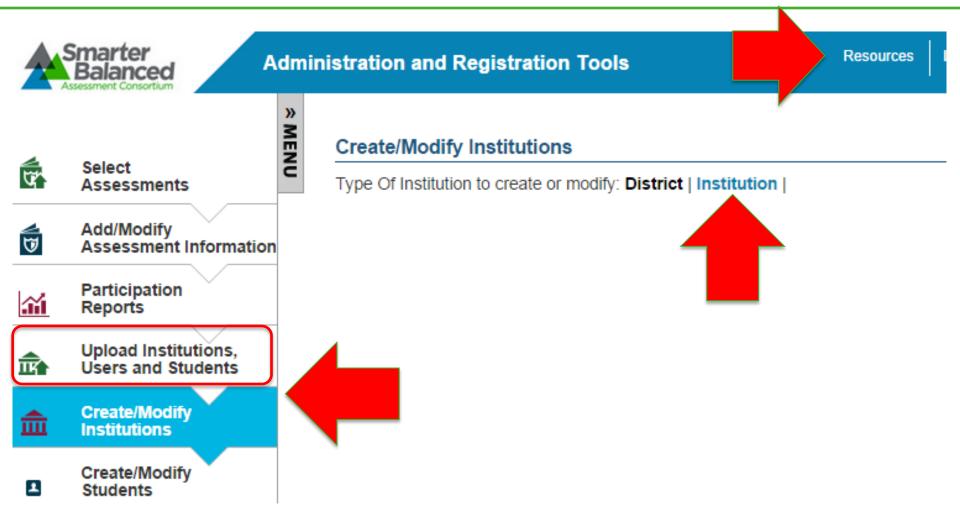


Adding Schools (Institutions) p. 8

- Add manually or with template
- Templates can be found under "Resources" at the top of the screen
- Need 6 digit school number (Institution Identifier)
- Need ParentEntityType (District 3 digit #)
- Need NCES Institution ID
- http://nces.ed.gov/ccd/schoolsearch



Add schools/instituions





Add schools

Search for Public Schools



School Directory Information	Search Results	Modify Search	Data Notes/Grant IDs	Help
(2012-2013 school year)				

School Name:

Cambridge Jr-sr High School

District Name:

Cambridge Joint District

district information

Mailing Address:

Po Box 39

Cambridge, ID 83610-0039

Type:

Regular school

NCES School ID:

160057000113

NCES District ID:

1600570

Physical Address:

40 N 4th St

Cambridge, ID 83610-0039

Status:

Currently operational

State School ID:

432 501

State District ID:

432

Phone:

(208) 257-

3321

Charter:

No

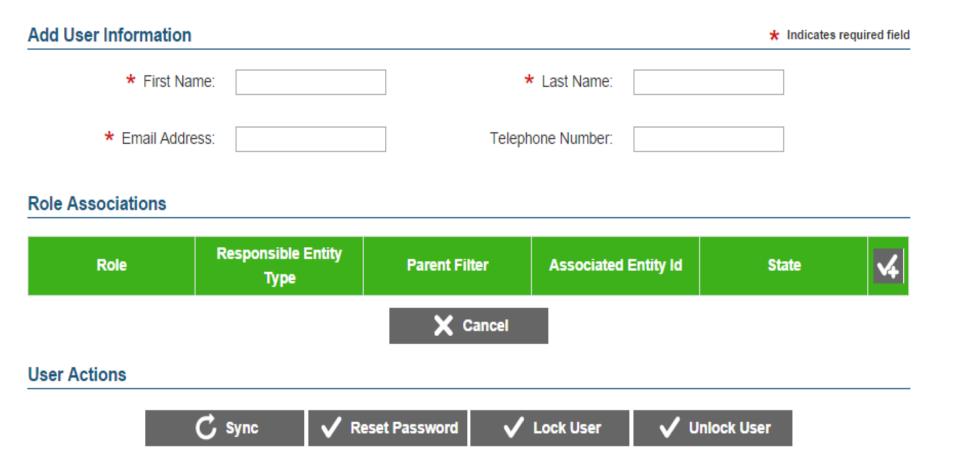


Topics

- How do I access ART for the first time?
- How do I provision other district users?
- How do add my schools?
- How do I add my teachers?



Add teachers to schools





Topics for DL_End User

- Login to the Digital Library
 <u>www.smarterbalancedlibrary.org</u>
- Create a Password
- Complete Personal Profile
- Edit Personal Profile



Smarter Balanced Single Sign On



Smarter Balanced Single Sign On

Please Log In

Enter your username and password to log into the Smarter Balanced applications. After you log in, you will automatically be directed to the application you selected.





Reset Your Password



Smarter Balanced Password Reset

Reset Your Password

Enter your email address that is on file in TIDE, and click [Next]. You will be prompted to enter the answer for your selected security question. You will receive an email that contains a new, temporary password. You will need to log in with the temporary password and update your account with a new permanent password.





Contact:

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Smarter Balanced Applications

All Digital Library support materials and information can be found on the SDE webpage:

www.sde.idaho.gov/site/formativeInterim

